

Online Instructions and Help

For renewal and account registration

Board Contact:

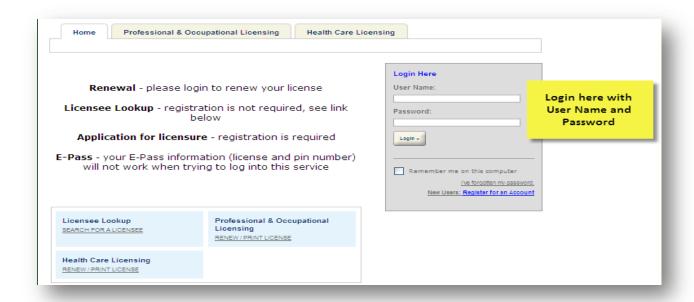
Email: dlibsdhelp@mt.gov

Renewal information:

- If you have an account but are having trouble logging in, please do not create another account. Instead, email or call the board for assistance. We will ensure you can log in and renew your license.
- Contact the board prior to starting your renewal to change status or update an endorsement.
- If you do not have an online user account, you must first register for an account (see Account Registration below) to use the online renewal service.
- If you are uncertain if you have an account, please email the board for confirmation.
- If you were recently licensed and did not provide an email address on your application, an online user account has not been created for you. You will need to register for an account. Use your back button or navigate to ebiz.mt.gov/pol and select the Register for an Account link (see example below). Once you have completed the registration, please email the board office at dlibsdhelp@mt.gov so we can enable your online user account. Once your account has been enabled, you can follow the renewal instructions below to complete your renewal.

Renewal Instructions:

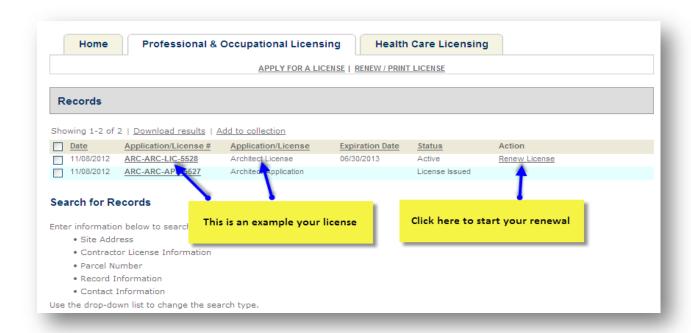
Step #1: Access our website: ebiz.mt.gov/pol **Step #2:** Login using your user name and password



Step #3: Click on "PRINT / RENEW LICENSE"

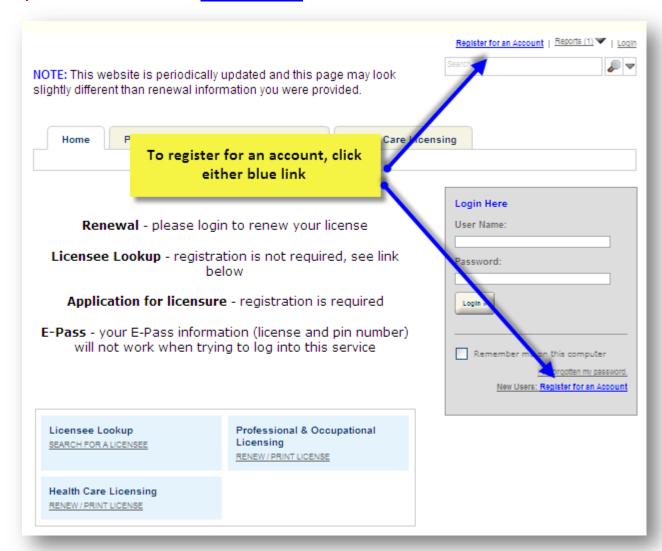


Step #4: Click "Renew License"



Account Registration:

Step #1: Access our website: ebiz.mt.gov/pol



- **Step #2:** Click on either of the Register for an Account links in blue.
- **Step #3:** Complete the account registration process.
- Step #4: Email the board so we can enable your online user account: dlibsdhelp@mt.gov
- **Step #5:** We will respond to your email and confirm your account is enabled.
- **Step #6:** When your account has been enabled, login to your account to renew your license.